Conservancy *for* Cuyahoga Valley National Park
Internship Opportunity

Position Title:	**Marketing and Design Intern**
Dates of Internship:	Late January-May 2014
Hours:	Flexible scheduling. Preferred 25-30 hours per week during the work hours of 9 a.m. to 5 p.m., Monday through Friday.
Location:	Conservancy for Cuyahoga Valley National Park administration office - 1403 W Hines Hill Road, Peninsula, OH 44264
Duties:	Support the organization's marketing and communications needs through a variety of graphic design assignments including: 1. Creating print and online materials such as brochures, mailings, fundraising appeals, and more. 2. Assisting with publication process for print materials. 3. Assisting with maintenance and regular updates to Conservancy website. 4. Assisting marketing manager with social media management. All products will be produced within the Conservancy graphic identity.
Skills Required:	Skill using Photoshop, Adobe InDesign, and Microsoft Office, taking direction from supervisors and working as part of a team, meeting the needs of "clients." Experience using other Adobe projects and web content management a plus.
Requirements:	Applicants must complete a National Park Service Volunteer-in-Parks Agreement and may be subject to a background investigation. U.S. citizenship, valid driver's license, and reliable transportation required. Local candidates only.
Salary/Benefits:	No stipend is available. Student may obtain internship credit with university upon approval of academic advisor. Interns are eligible for injury compensation and tort claims the same as federal employees and are considered to be federal employees for those purposes only.
Outcomes:	Integrate academic theory with practical experience. Gain project management experience and portfolio material. Work with experienced professionals in communications and development.
How to Apply:	Send résumé and cover letter to apply@forcvnp.org with the position title as subject line.

Jamie Walters
Volunteer & Internship Coordinator
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